



June 27, 2011

Dear SBE Vendors:

Re: Port of Miami Containerized Cargo Consultant Services (RFP)
Project / Contract No: RQSP100008

The above referenced project is being considered for contract measures in the trade category of the following: 918-00 Consulting Services and 918-96 Transportation Consulting. If you are interested in participating to perform work in connection with this contract, please complete and return the attached Verification of Availability to Bid form and all comments, requested information by Friday, July 6, 2011 @ 12:00 noon.

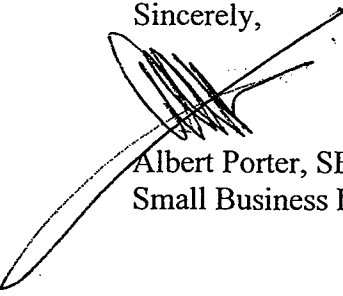
The specifications are being reviewed and are subject to change.

In an attempt to foster inclusion in the above discipline (s), please respond to the attached questionnaire:

If you have questions or concerns, please contact me direct: (305) 375-3128;
fax (305) 375-3160 or Laurie Johnson (305) 375-3121.

Note attached certification list and state if your firm is certified in the appropriate category.

Sincerely,



Albert Porter, SBD Contract Development Specialist II
Small Business Development Department

VERIFICATION OF AVAILABILITY TO BID

DEPARTMENT OF SMALL BUSINESS DEVELOPMENT
SMALL BUSINESS ENTERPRISE PROGRAM
111 N. W. 1ST STREET – 19TH FLOOR
MIAMI, FLORIDA 33128-1835

ATTN: ALBERT PORTER
PROGRAM COORDINATOR:

I am herewith submitting this letter of verification of availability and capability to bid. NOTE: Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.

CONTRACT TITLE AND NUMBER Re: Port of Miami Containerized Cargo Consultant Services (RFP)
Project / Contract No: RQSP100008

CONTRACT ESTIMATED AMOUNT: \$500,000.00

BID GUARANTY: N. A.

PERFORMANCE BONDING: N. A.

NAME OF SMALL BUSINESS ENTERPRISE Certification Expires: _____
DATE

ADDRESS CITY ZIP CODE

Telephone: _____ Bonding Capacity: N. A. _____

PRINT NAME AND TITLE

SIGNATURE OF COMPANY REPRESENTATIVE DATE

PRE-QUALIFICATION QUESTIONNAIRE

Port of Miami Containerized Cargo Consultant Services (RFP)

Project / Contract No: RQSP100008

THE COUNTY IS REQUESTING INFORMATION ON THE BIDDER'S EXPERIENCE AND CAPABILITY TO PROVIDE THE SERVICES REQUESTED UNDER THIS PROJECT. THE QUESTIONS REPRESENT A LIST OF MINIMUM REQUIREMENTS THAT MUST BE ANSWERED BY THE BIDDER. ONLY BIDDERS MEETING THESE MINIMUM QUALIFICATIONS WILL BE CONSIDERED FOR AWARD.

1. Provide the number of years that your firm has been in existence and the primary market(s) that you serves.

2. Provide a detailed description of at least three (3) comparable contracts which you're Firm has either ongoing or completed within the past five (5) years that involves the provisioning of Cargo Consultant Services:

A. Company Name
Contact Person & Title
Address
Phone Number
Number of Years of Worked
Type of Work Performed

B. Company Name
Contact Person & Title
Address
Phone Number
Number of Years of Worked
Type of Work Performed

C. Company Name
Contact Person & Title
Address
Phone Number
Number of Years of Worked
Type of Work Performed

3. Please provide any additional information that would support your Firm's ability to perform the requested services: _____
